



# Club Monthly Report

Name of Club \_\_\_\_\_

Date of Meeting \_\_\_\_\_

Name and Title of Project Leaders (s) \_\_\_\_\_

\_\_\_\_\_

Number of Members Present \_\_\_\_\_ Absent \_\_\_\_\_ Visitors Present \_\_\_\_\_

Work done at Meeting \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Next Meeting \_\_\_\_\_

Help Needed at Next Meeting \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Secretary \_\_\_\_\_ Phone Number \_\_\_\_\_